



CIRCLE CITY PREP RE-OPENING PLAN

June 16, 2022

This plan outlines the operations of how Circle City Prep will reopen its doors to students and staff for the 2022-2023 School Year.

Circle City Prep will continue to follow [CDC guidelines](#) as they are updated for responding to COVID-19 cases and contact tracing.

SCHOLARS

- **Arrival:** All scholars will sanitize hands before morning breakfast. If exhibiting COVID related symptoms, they will not be able to enter the building and family will be contacted by an administrator via phone that morning.
- **Fever during the day:** If a Scholar is not feeling well during the day, they will be sent to the nurses office for a temp check. If their temp is 100.4 degrees or higher, the guardian is called for pick-up and the scholar may not return until they are temp free for 24 hours (without using medication).
- **Masks:** Masks will be optional for all students, staff, and visitors. Parents may opt to have their scholar wear a mask while at school. Circle City Prep has child and adult sized masks available.
- **Dismissal:** Parents/guardians will stay in vehicle and scholars will be dismissed by car one-by-one, maintaining physical distance when possible.
- **Supplies:** We will look to minimally share supplies. If required, teachers will spray supplies with sanitizing spray daily and scholars will sanitize hands before sharing materials.

Child showing symptoms of being sick during hours of operation:

1. Childs family will be contacted
2. If guardian are unable to be reached, we will contact the emergency contacts
3. Child will remain isolated in nurses office until they are picked up
4. Parents are informed that the child(ren) cannot return to school until they are fever free for 24hrs.

Required documentation necessary for child returning to school after child was showing symptoms of COVID 19 and/or the flu i.e. Cough, Shortness of breath or difficulty breathing, Fever, Chills, Muscle pain, Sore throat, New loss of taste or smell

Implement measures to decrease students congregating in one location:

- Scheduled restroom breaks to avoid overcrowding
- Furniture in common areas separated to avoid clustering within reason



- Tape lines throughout the building to assist in adhering to social distancing expectations.

STAFF

- **Feeling sick:** All staff members are advised to stay home if experiencing any COVID 19/flu like symptoms (including but not limited to a fever, chills, persistent cough, inability to comfortably breathe)
- **Washing hands/Hand Sanitizer:** In addition to handwashing during the day teachers and school leadership will be required to use hand-sanitizer frequently during the school day.
- **COVID-19 Training:** All staff will be required to participate in a Health & Sanitation Action Plan meeting lead by our Nurse prior to doors re-opening to students.
- **Employee Meetings:** Hand sanitizer will be located throughout the building so that employees have access to use before and after meetings.
- **Face Mask:** Staff members may opt to wear masks during the day, but this is optional.
- Take measures so persons exposed can be more easily traced by the health department:
 - Use assigned seating when possible
 - Use sign-in sheets for in-person meetings to document attendees.
 - Keep accurate records of any persons other than students and staff entering the building, their reason for entering, and locations in the building to which they travel.
- **Adult showing symptoms of being sick during hours of operation:**
 - If the adult has a fever or showing any other signs of COVID, staff member should notify their manager immediately.
 - The staff member will take a rapid test in the nurse's office.
 - If positive, the staff will immediately be sent home and must quarantine for at least 5 days and required to wear a mask for day 6-10.

VISITORS

- If the visitor has a temperature or exhibiting any other sign of being sick they will not be permitted to enter the building.
- Visitors to the building will be limited.

OPERATIONS

- **Health and safety signage:** There will be health and hygiene reminders throughout the school (internal and external) that follow the safety precautions of the CDC and the Marion County Health Department.
- **Cleaning:** Nightly, with deep cleaning over extended breaks.
- **Air filter are available for all rooms on request.**

RETURN TO SCHOOL AFTER EXCLUSION

Once a student or employee is excluded from the school environment, they may return if they satisfy the recommendations of the CDC. Currently those guidelines are:

Quarantine should be used for students, teachers, and staff who might have been exposed to COVID-19. Close contacts, identified through contact tracing, should be quarantined unless they are fully vaccinated, or have tested positive in the last 3 months, and do not have any symptoms.

- Students, teachers, and staff who are in quarantine should stay home and follow the direction of the local public health department about when it is safe for them to be around others.
- Isolation should be used for individuals with COVID-19 illnesses to separate them from those who are not infected (even at home).
- At home, anyone sick or infectious should separate from others, stay in a specific “sick room” and use a separate bathroom if available.
- Stay home for at least 5 days following the onset of symptoms or a positive test result. Individuals may return after 5 days as long as symptoms are improving, and they are fever free for at least 24 hours without use of fever reducing medications.

All fully vaccinated individuals who remain asymptomatic (even if a close contact) do not need to quarantine but should monitor for symptoms throughout the 14 days following their exposure.

Close contacts who are unvaccinated MUST take extra precautions:.

- Asymptomatic close contact must wear a mask for 10 days after exposure.
- Highly recommended that a rapid test is taken each morning to verify COVID status.

MEDICAL INQUIRIES

Federal law typically limits the type of medical inquiries that can be made, but given the nature of the pandemic more leeway has been given to districts/schools in this circumstance to make additional medical inquiries of staff and students than would otherwise be allowed.

- If a parent tells the district/school that a student is ill, the district/school may ask the parent whether the student is exhibiting any symptoms of COVID-19.
- If an employee calls in sick or appears ill, the district/school can inquire as to whether the employee is experiencing any COVID-19 symptoms.
- If a person is obviously ill, the district/school may make additional inquiries and may exclude the person from school property.

Even without symptoms, if a student or employee has recently had contact with a person with a suspected or confirmed case of COVID-19, has someone in their home being tested for COVID-19, or has recently traveled from somewhere considered to be a “hot spot” by the CDC, the district/school may exclude the student or employee from the school building and recommend that they self-quarantine for 14 calendar days unless you are fully vaccinated.